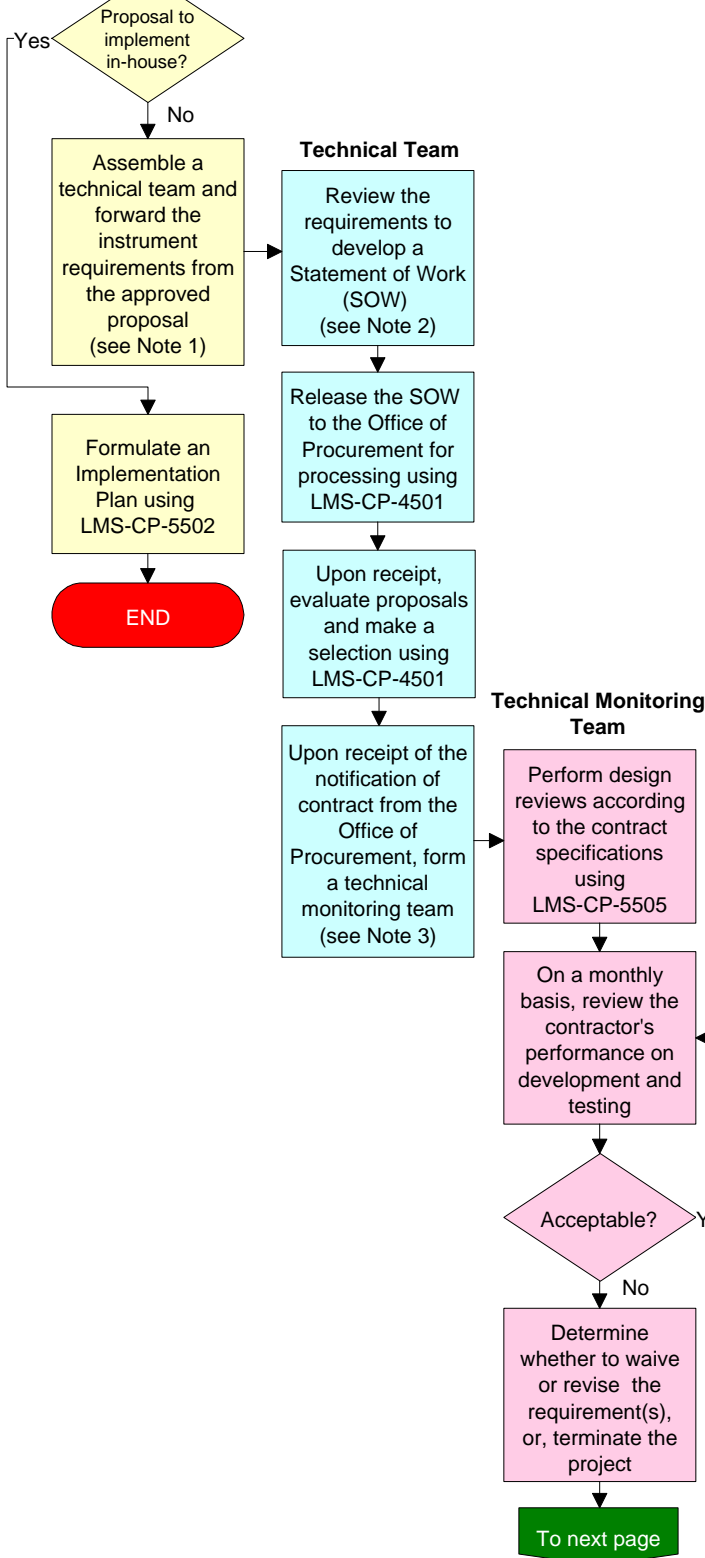


Objective:  
-to ensure that instruments are developed according to scientific requirements and budget

Approval \_\_\_\_\_ Original signed on file  
Associate Director for Research and Technology Competencies



## General Information

The following records are generated by this procedure and are maintained in accordance with CID 1440.7:

- Proposal/Project File
- Notification of Acceptance
- Comprehensive Performance Test Results
- Instrument Test Results
- Instrument Test Protocols used
- Drawing and Specifications
- Ground-station Software Code
- Final Summary Report

## Note 1

The technical team includes:

- Principal Investigator
- Scientific Researcher
- Instrument Engineer
- Other instrument, software, and hardware specialists
- Project Engineer
- Cost Analyst

## Note 2

The requirements must be reviewed to determine:

- Specific capability of the instrument
- Performance specifications
- Recommendations of specific instruments
- Recommendation of a specific design

## Note 3

The technical monitoring team is led by the Project Manager and is made up of:

- Science Lead
- Instrument Manager
- Instrument Engineer
- Electrical Engineer
- Thermal Engineer
- Office of Procurement representative
- Other disciplines as required by the specifications

All areas of the process that pertain to negotiating, terminating or making revisions to the contract are performed by the Office of Procurement representative assigned to the technical monitoring team.

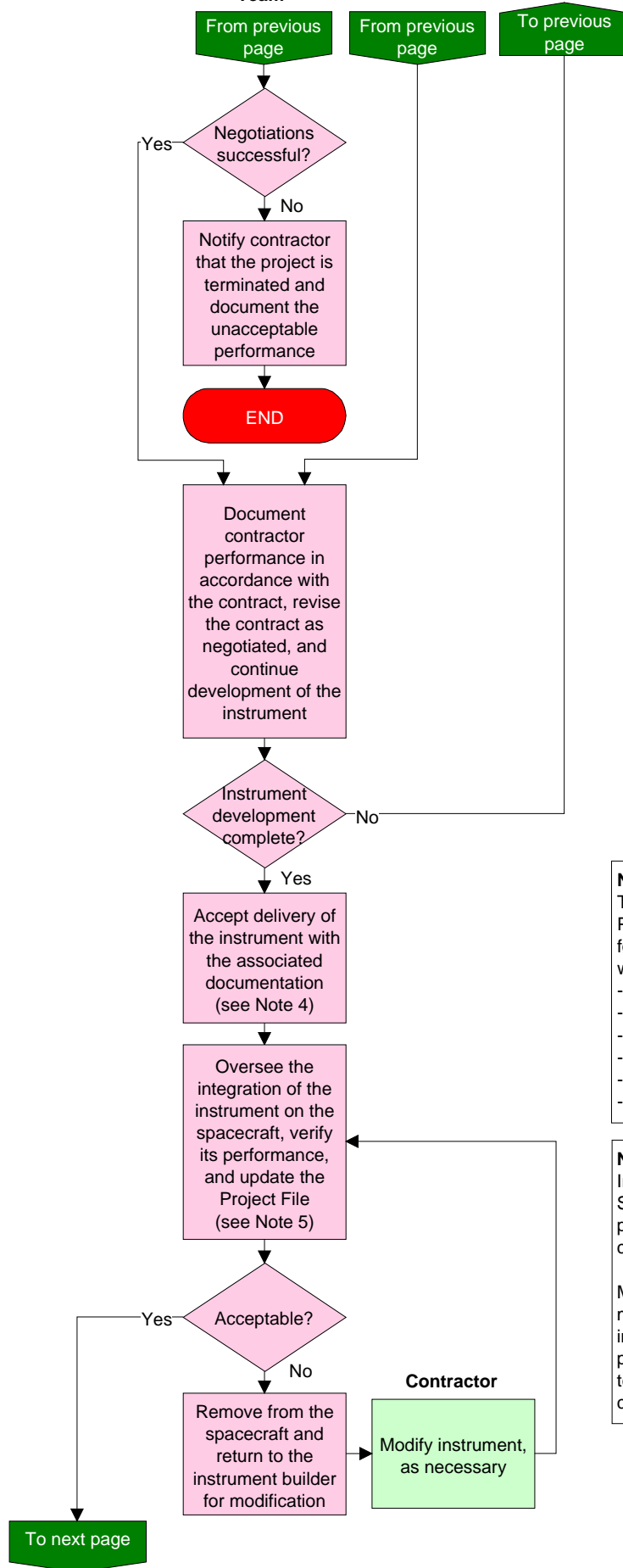
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**Technical Monitoring Team**

LMS-CP-1360  
Revision: C-3



**Note 4**

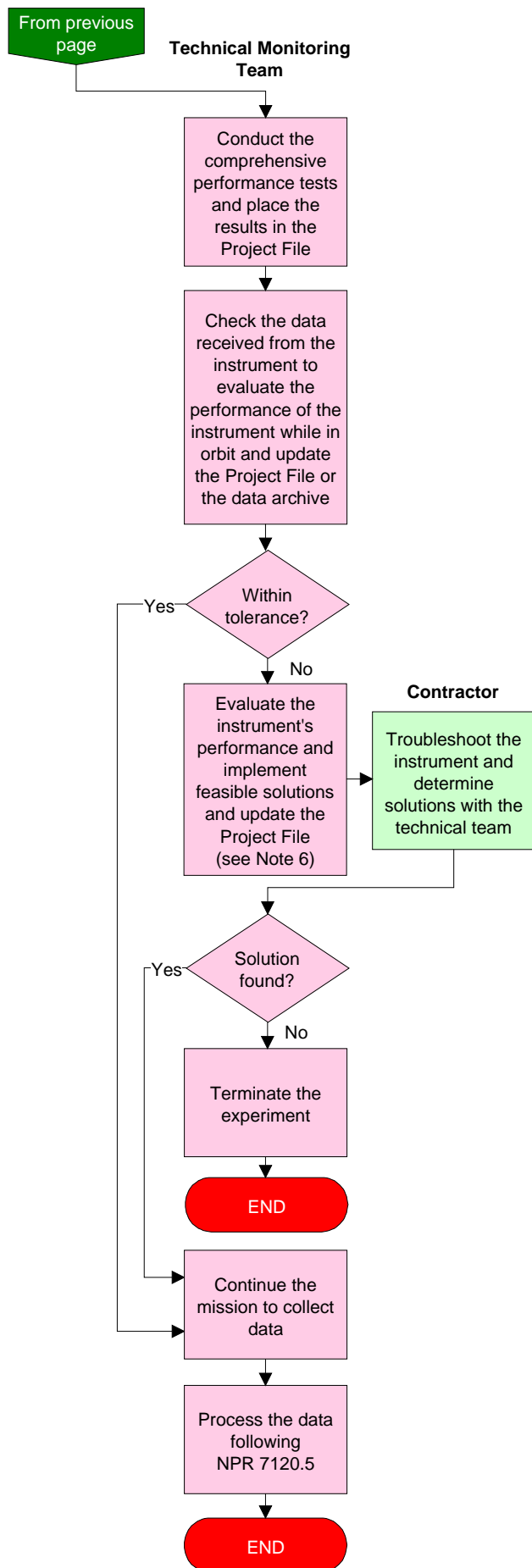
The Project Manager must ensure that during the Pre-ship Readiness Review Meeting, the following documentation must be collected along with the instrument:

- Certificates of calibration
- All instrument test results
- All instrument test protocols used
- "As built" drawings and specifications
- Ground-station software code
- Final summary report

**Note 5**

Integrate spacecraft instrumentation as follows: Supply power to the instrument and evaluate the performance using the ground-station software code supplied with the final delivery package.

Mount the instrument according to the mechanical, electrical, and thermal mounting instructions supplied with the final delivery package. Test the mounting according to the test procedures dictated by the spacecraft contractor.



**Note 6**

To evaluate the performance of the instrument, use the upper and lower tolerance limits supplied by the builder.

To implement the feasible solutions, use the ground-station data.